



**U.S. DEPARTMENT OF STATE
VIRTUAL FELLOWS PROGRAM
PROJECT DESCRIPTION – EB/CBA/GEP**



This project seeks a Virtual Fellow to serve with the **Global Entrepreneurship Program, Office of Commercial and Business Affairs, Bureau of Economic and Business Affairs (EB/CBA/GEP)** as **Business Best Practice Consultant**.

Fellow Location: The Fellow will serve virtually and will not be physically located at the Department of State.

Project Name: Global Entrepreneurship Program Outreach

Project Description: In 2010, Secretary Clinton launched the Global Entrepreneurship Program to fulfill the administration's commitment to share America's entrepreneurial culture. The Global Entrepreneurship Program is a State Department-led effort housed in the Office of Commercial and Business Affairs of the Bureau of Economic and Business Affairs. Its purpose is to export America's best entrepreneurial practices to spur business start-ups and to help businesses scale abroad. We coordinate private sector and U.S. government programs to identify and support entrepreneurs around the world. In order to develop entrepreneurial ecosystems, we partner with domestic and global nongovernmental organizations, corporations, foundations, educational institutions, and investors.

Potential Fellow Taskings:

- Create instruments to gather baseline statistics from entrepreneurs leading up to our delegations;
- Create graphs and visuals for our report on the Greek delegation;
- Work with Moroccan government to imbed in the registration process for the Global Entrepreneurship Summit a survey collecting past participant progress;
- Familiarity with G20 Youth Entrepreneur Alliance (G20 YEA);
- Speaker and panelist at Global Entrepreneurship Summits.

Program Requirements: The precepts of the Virtual Fellows Program call for Fellows to have a high degree of administrative, professional, or technical knowledge/experience and a minimum of five years of professional experience that is directly applicable to the assigned task.

Project-specific Knowledge, Skills, or Abilities:

- Successful entrepreneur;
- Experience in Global Entrepreneurship Summits;
- Working knowledge of the Youth Entrepreneur Alliance;
- Metrics and instrument development.

Clearance: The Fellow must be a U.S. citizen and must receive a Public Trust determination prior to starting his/her service. The Virtual Fellows Program staff will work with the accepted candidate to obtain the Public Trust determination. (Note: A candidate is NOT required to have a Public Trust determination prior to applying for this project.)

Remuneration: The Virtual Fellow will be appointed to the federal civil service as an intermittent, unpaid consultant. The Department assumes no responsibility for providing any salary or benefits to the Fellow in connection with his/her participation in the Program.